Job Opening Announcement
Technical Project Manager

Goodheart-Willcox Publisher, a leading provider of educational products and services for K-12, college, and careers, is seeking an experienced **Technical Project Manager** to join our high-performing Technology team as we embark on a multi-year technology transformation. The Technical Project Manager will oversee the all aspects of our enterprise-wide ERP and CRM implementation as a top priority. Working alongside our internal technology teams and our 3*rd* party technology partners, you will be responsible for full lifecycle project management. The ideal candidate will communicate effectively with all levels in the organization and have experience working at all levels, from managing large ERP implementations, to small/medium projects, to facilitating kanban/scrum events. This position can be remote or hybrid depending on location.   If local to the Chicago area, this is a hybrid position allowing you to work from home and collaborate in person with the Technology Team a minimum of two days per month in the Tinley Park office. Remote employees would need to travel to the Tinley Park Office every 4-6 weeks.

What you'll do:
- Participate in the development of the overall implementation plan and management for an ERP, CRM, and Warehouse Management System (WMS) rollout.
- Manage and oversee the rollout of the various functional components of the system, including CRM, supply chain, manufacturing/projects, and financial accounting, together with data conversion, integrations, reporting and analysis, and associated training and business process re-engineering.
- Participate and collaborate with project team members and leadership, and ultimately ensure milestones are met for requirements gathering, functional design, testing, training, UAT, and go live planning.
- Perform gap analysis; identify, manage, and mitigate risks. Serve as the primary contact and escalation point for project issues and risks on behalf of Technology organization and its partners.
- Oversee, facilitate, and report progress, KPIs, and budget adherence to the steering committee and senior leadership.
- Facilitate project discovery through implementation with company and vendor technical and business process owners to enable day to day implementation activities and deliver on commitments within the designated timelines.
- Collaborate and manage expectations and dependencies across technology providers and technical resources that need to be aligned and integrated. Support development teams in the removal of project roadblocks.
- Manage and optimize productivity of 3rd party provided resources.
- Help us grow and improve by implementing project management best practices across Goodheart-Willcox.

What you'll bring:

- Minimum 6 years' experience with end-to-end project management required.
- Experience in ERP and other enterprise application implementations within manufacturing and distribution companies preferred.
- Warehouse Management System (WMS) experience strongly preferred.
- Experience with MS Navision/Business Central preferred.
- Experience in the publishing industry preferred.
- Experience managing supplier and 3rd party relationships.
- Experience facilitating Scrum or Kanban for development teams.
- PMP, Scrum Master, or other relevant certifications.
- Deep understanding of MS tools including MS Office and PM tools such as MS Project, Trello, Smartsheet, or other similar PM tools.
- MS SQL knowledge preferred but not required.
- Knowledge of Concur, Avalara, PowerBI, Firebrand, and EDI integrations preferred.
- Bachelor's degree in Computer Science, Business Administration, Finance, Engineering, or related work experience in technology or manufacturing industries.
- Exceptional written, verbal, and interpersonal communication skills, including presentation skills and meeting facilitation skills
- Ability to lead, problem solve, and deliver measurable results.
- Ability to communicate technical concepts to a non-technical audience.
- Ability to work collaboratively with all levels of the organization and 3rd parties.
- Ability to function as a team, independently, and in ambiguity.
- Strong influencing, negotiation, and conflict resolution skills
- Technical aptitude with ability to partner with and work alongside development teams.
- Strong analytical thinker and problem solver.
- Extremely detail oriented with a focus on quality and results.

What it's like to work here:

At Goodheart-Willcox Publisher, you will be working in a professional environment, supported by a passionate and energetic team that is invested in your growth and success. This is your chance to join an established employee-owned company that has been publishing for the Career and Technical Education field since 1921. Driven by the mission "We Build Careers," you will help educators implement and access our premier instructional materials, which helps students find and keep great careers, all while growing your own. Goodheart-Willcox has spent a century building a culture that we are proud of. Our team members embody these core values:

· Roll up your sleeves
· Do the right thing
· Can-do attitude
· Always improving

Goodheart-Willcox Publisher provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, ancestry and marital status, and other

protected classes, in accordance with applicable federal and state laws. Goodheart-Willcox Publisher does not participate in visa sponsorship.

In addition, Goodheart-Willcox Publisher complies with applicable state and local laws governing nondiscrimination of employment. This policy applies to all terms and conditions of employment, including, but not limited to hiring, placement, promotion, termination, layoff, recall, transfers, leave of absence, compensation, and training.